



FAIR OAK & HORTON HEATH PARISH COUNCIL

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**Minutes of the FINANCE COMMITTEE meeting held on
Tuesday 16 March 2023 at 10.00am
at the Fair Oak Parish Office, 2 Knowle Park Lane, Fair Oak**

P – present, Pt – part of the meeting, Ab – absent, Ap – apologies.

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|----|----------------------------|----|-------------------------|
| P | Cllr Barrett | P | Cllr Douglas (Chairman) |
| P | Cllr Higby (Vice Chairman) | Ab | Cllr McGuinness |
| Ap | Cllr Couldrey | P | Cllr Forfar |
| Ap | Cllr Marsh | P | Cllr Tennent |

Officers in attendance:

Joanna Cahill, Responsible Finance Officer, and Melanie Stephens, Clerk

PUBLIC SESSION

No members of the public were present.

14 DECLARATIONS OF INTEREST

There were none.

15 MINUTES OF MEETINGS (PAPER A)

RESOLVED:

That the minutes of the meeting held on 6 December 2022 be noted.

16 FINANCIAL MONITORING (REPORT B)

The Committee considered the financial position of the Council as at 3 March 2023.

Members noted the income and expenditure variations and the commentary provided by Officers.

The Responsible Finance Officer confirmed that at the close of the 2022/23 financial year, the Council would have a balanced budget.

RESOLVED:

That the report of the Finance Officer as outlined in the report be noted.

17 ALLOCATION OF CAPITAL RESERVES 23/24 (REPORT C)

The Committee noted the allocation of capital reserves for the 2023/24 financial year.

RESOLVED:

That the allocation of capital reserves for 2023/2024 be approved.

18 INVESTMENT STRATEGY (REPORT D)

The Committee reviewed the Investment Strategy as set out in the report and thanked the staff for the work put into producing the document.

RESOLVED:

That the Investment Strategy be approved.

19 RESPONSIBLE FINANCE OFFICER (RFO) PROTOCOL (REPORT E)

The Committee considered the RFO protocol an suggested amendment at paragraph 5.1 that the Deputy Clerk, Michelle Leadbitter-Allen, be nominated as the RFO's deputy.

RESOLVED:

That the Responsible Finance Officer Protocol be approved, subject to the suggested amendment above.

20 ICE CREAM VAN LICENCE

The Clerk outlined plans for a licence for a local ice-cream van provider, to cover the operating period of the new splashpad, namely May-September at New Century Park.

The licence covers sole use for the Marucci Ice Cream van to trade on New Century Park on a trial basis for the year 2023 at the sum of £1,000.

RESOLVED:

That Marucci Ice Cream Van be permitted to trade on licence at the sum set out above.

21 WORK PROGRAMME (REPORT F)

RESOLVED:

That the work programme is noted.

Signed.....Chairman

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